Connecting Communities Digital Initiative Grants
Higher Education Informational Webinar
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CCDI Grant for Higher Education Institutions
Informational Webinar

- This webinar is being recorded and will be posted online.
- Staff hosts:
  - **Olivia Dorsey,** CCDI
  - **Erika Gault**, CCDI

Questions can be emailed to LOC-grants@loc.gov

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In this Webinar:

- About *Of the People*
- About *Connecting Communities Digital Initiative (CCDI)*
- Overview of the Higher Education Grant
- How to Apply
- Examples for Inspiration
- Support and Assistance

Questions can be emailed to LOC-grants@loc.gov

Of the People: Widening the Path

Of the People: Widening the Path is a multi-year initiative that creates new opportunities for more Americans to engage with the Library of Congress and to add their perspectives to the Library's collections, allowing the national library to share a more inclusive American story.

Of the People: Widening the Path

Three programmatic arms:

01 Internships & Fellowships Program

02 American Folklife Center

03 Digital Strategy Directorate

Internships and Fellowships Program

Archives, History and Heritage Advanced Internship Program (AHHA), Junior Fellows Program, and others

The Library of Congress Junior Fellows & Summer Intern Program enables undergraduate and graduate students to experience the integrated analog and digital collections and services of the world's largest library.

Applications are now closed.

More Details available on the IFP website:

https://www.loc.gov/internships-and-fellowships/

American Folklife Center, Community Collections Grants

Supports cultural documentation *by communities*

Entails public participation in the creation of archival collections, seeking to support contemporary cultural documentation focusing on the culture and traditions of diverse, often underrepresented communities in the United States.

Enables communities to document their cultural life and experiences ***from their own perspectives***, while enriching the Library's holdings with diverse materials featuring creativity and knowledge found at the local level.

Applications coming soon!

More details available here:
https://www.loc.gov/programs/of-the-people/collect-and-preserve

Grant for Libraries, Archives, Museums

Application Deadline: September 7, 2023 by 2pm EDT

Up to $70,000 to support three local cultural heritage organizations by enabling storytelling across a range of platforms. The grants are for up to 12 months.

The funds will support the creation of projects that make significant and meaningful uses of the Library's digital materials. Projects must also center one or more of the following groups: Black, Indigenous, Hispanic or Latino, Asian American and Pacific Islander and/or other communities of color.

https://www.loc.gov/programs/of-the-people/represent/libraries-archives-museums-application/

Grant for Minority-Serving Higher Education Institutions

Application Deadline: September 7, 2023 by 2pm EDT

Up to $70,000 to support up to three higher education institutions by enabling storytelling across a range of platforms. The grants are for up to 12 months.

The funds will support the creation of projects that facilitate teaching & learning with the Library's digital collections for students, staff and/or community members and make significant and meaningful use of those digital materials. Projects must also center one or more of the following groups: Black, Indigenous, Hispanic or Latino, Asian American and Pacific Islander and/or other communities of color.

https://www.loc.gov/programs/of-the-people/represent/higher-education-application/

CCDI Higher Education Grants – The Notice

- **The Notice of Funding Opportunity (Notice)** contains all information necessary to apply.
- While <u>all</u> sections are important, these stand out:
  Sec. A: Program Description
  Sec. C: Eligibility Requirements
  Sec. D: Application and Submission Information
  Sec. E: Application Review and Award
- **Read the entire notice!**

Questions can be emailed to LOC-grants@loc.gov

CCDI Higher Education Grants – The Notice

A. PROGRAM DESCRIPTION

The Library of Congress is excited to announce a Notice of Funding Opportunity (Notice) to award **three grants for up to $70,000 each in support of minority-serving higher education institutions**. The Library will provide financial support to enable higher education institutions to use Library of Congress digital materials to create projects that center one or more of the following groups: Black, Indigenous, Hispanic or Latino, Asian American and Pacific Islander, and other communities of color in the United States.

For this Notice, the United States includes all 50 U.S. states, the District of Columbia, Puerto Rico, Northern Mariana Islands, Guam, American Samoa, and U.S. Virgin Islands.

Questions can be emailed to LOC-grants@loc.gov

CCDI Higher Education Grants – The Notice

SECTION A: PROGRAM DESCRIPTION

Design and implement projects (curricular or course material, multimedia productions, digital exhibits, interfaces, or publications)

- Use digital materials from the Library of Congress
- Engage students and/or community members.

We encourage you to think creatively!

The funded project will not be incorporated into Library collections, or hosted on Library technical infrastructure.

Questions can be emailed to LOC-grants@loc.gov

CCDI Higher Education Grants – The Notice

SECTION C: ELIGIBILITY INFORMATION

- **A 2-year or 4-year minority serving higher education institution,** such as Alaska Native and Native Hawaiian-serving institutions (ANNHs), American Indian Tribally Controlled Colleges and Universities (TCCUs), Asian American and Native American Pacific Islander Serving Institutions (AANAPISIs), Hispanic Serving Institutions (HSIs), Historically Black Colleges and Universities (HBCUs), Native American-Serving, Nontribal Institutions (NASNTIs), and Predominantly Black Institutions (PBIs)
- **Be a non-profit**
- **Based in any of the 50 U.S. states, the District of Columbia, territories and commonwealths** (Puerto Rico, Northern Mariana Islands, Guam, American Samoa, U.S. Virgin Islands);
- **Proposing a project to be conducted within the United States or U.S. commonwealth or territory.**

Questions can be emailed to LOC-grants@loc.gov

Examples

- **A free online primary source collection or course pack** on a particular topic designed for use by multiple courses.
- **A website** that integrates parts of different Library collections that relates to a particular community, and shares the story created by technology students and history students working together.
- **A platform** that showcases Library materials and community materials associated with a particular community's traditions or history and invites students to record oral histories to be shared within the community.
- **A series of online videos** that explain how to do family history research while traversing Library held materials such as newspapers, manuscript collections, etc. for a particular community.
- **An augmented reality visualization** that enables students and community members to explore the history of their town through underutilized Library collections.
- **A podcast series** that showcases unique finds from Library and community materials and invites students to produce, plan, and provide commentary or conduct interviews during each episode.

Application Checklist

Commonly Asked Questions

1. **How do I apply?**

   Step 1: Download and review all forms and documents (including

   - Notice of Funding Opportunity (Notice) (PDF, 439 KB)
   - Application Checklist (PDF, 178 KB)
   - Project Narrative Template (PDF, 221 KB)
   - Budget Plan Worksheet Template (XLS, 68 KB)
   - SF424 form (PDF, 77 KB) *

https://www.loc.gov/programs/of-the-people/represent/higher-education-application/

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APPLICATION CHECKLIST

Of the People: Widening the Path: Connecting Communities Digital Initiative Grants Higher Education

We have provided this checklist to applicants as a handy reference for you as you complete your application. It is not required and does not need to be submitted with your application.

CHECKLIST

☐ Registered with **SAM.gov** (Note: Registration is free, but it may take up to three weeks to become active in the system.)
☐ A completed **Proposal Narrative**, including the following elements:
- ☐ **Cover Page**
- ☐ **Project Details** (maximum 5 pages, double-spaced, 11-point font)
- ☐ **Appendices**
- ☐ **All other required documents** as applicable, per Section D.5.1.1 of the Notice (Other Information)

☐ A completed **Budget Plan Worksheet**
☐ A completed **Budget Narrative** (2-4 pages, double-spaced, 11-point font)
☐ A completed **SF-424 Application for Federal Domestic Assistance Form**
☐ **Read through Section D.6 of the Notice** (Submission Requirements) and ensure that all application documents:
- ☐ are within file size limits (no more than 20 MB);
- ☐ adhere to required file naming conventions;
- ☐ are not zipped or locked; and
- ☐ are not submitted via third party websites.

Project Narrative Template

Commonly Asked Questions

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https://www.loc.gov/programs/of-the-people/represent/higher-education-application/

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PROJECT NARRATIVE

Of the People: Widening the Path: Connecting Communities Digital Initiative Grants Higher Education

Please use this template for proposal cover page and proposal details portion of the project narrative. Additional documents should be included as appendices. The cover page is a single page, and the project details may be up to 5 additional pages.

COVER PAGE

Notice of Funding Opportunity Number

Working Title of Proposed Project

Applicant Name

Applicant Phone Number

Applicant Mailing Address

Applicant Email Address

SAM Number or EIN/TIN (as applicable)

Date of Submission

Budget Plan Worksheet Template

Commonly Asked Questions

1. **How do I apply?**

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https://www.loc.gov/programs/of-the-people/represent/higher-education-application/

BUDGET PLAN

The "Budget Plan" must demonstrate alignment with the corresponding "Project Narrative." Show a clear alignment to the proposed budget and explain how the budget for the supplemental project supports the achievement of the project's identified goals (connect to the "Budget Plan" line items).

1. PROJECT TITLE:				
BUDGET SUMMARY PAGE				
BUDGET CATEGORIES		INDIRECT COST RATE	COSTS	TOTALS
2. Personnel Salaries, Wages, & Fringe Benefits				$ -
3. Travel				$ -
4. Equipment				$ -
5. Supplies				$ -
6. Contractual (Purchased Services)				$ -
7. Other				$ -
Indirect Cost Rate:	Subtotals		$ -	
			Grand Total:	$ -

SF-424 Form

Commonly Asked Questions

1. **How do I apply?**

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https://www.loc.gov/programs/of-the-people/represent/higher-education-application/

View Burden Statement

OMB Number: 4040-0003
Expiration Date: 02/28/2025

APPLICATION FOR FEDERAL DOMESTIC ASSISTANCE - Short Organizational

*** 1. NAME OF FEDERAL AGENCY:**

2. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:

CFDA TITLE:

*** 3. DATE RECEIVED:** **SYSTEM USE ONLY**

*** 4. FUNDING OPPORTUNITY NUMBER:**

* TITLE:

Evaluation Criteria: Advancement of Program Goals

Detroit Photographic Co., Publisher. *Utes. Jose Romero and family,* 1899. [Detroit, Michigan: Detroit Photographic Co] Photograph. https://www.loc.gov/item/2017657483/.

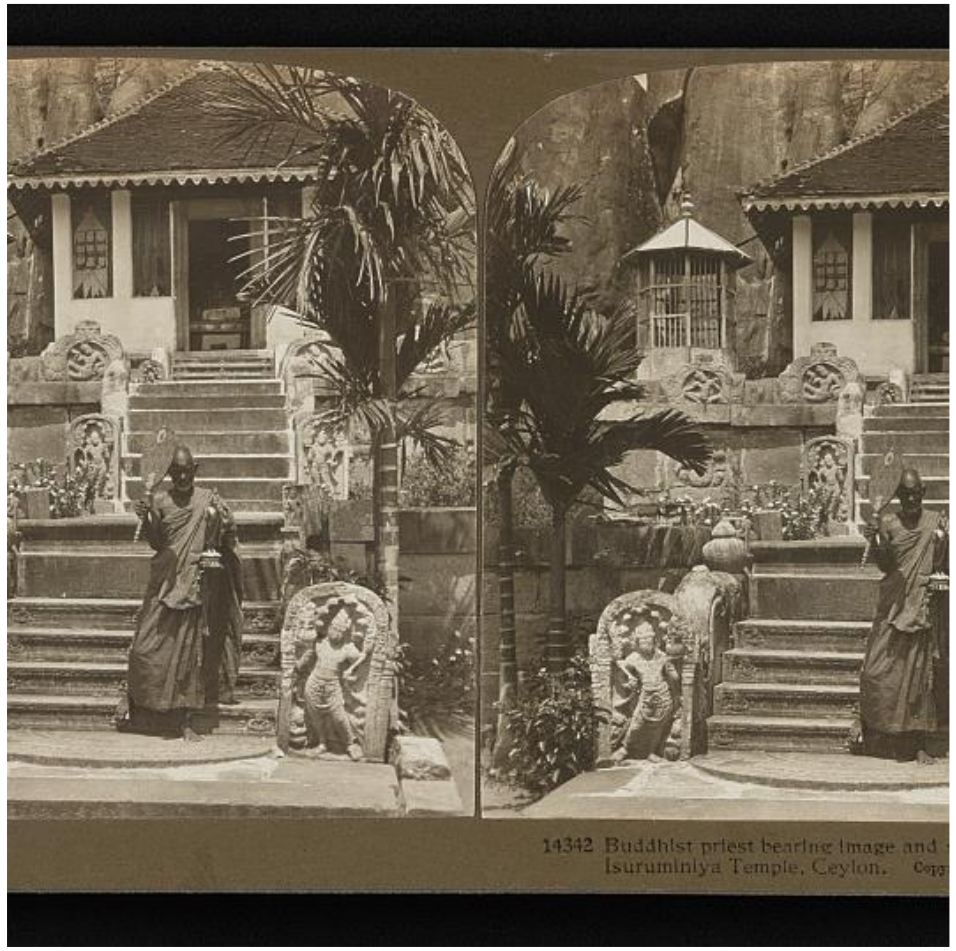
- Does the project center on one or more of the following groups: Black, Indigenous, Hispanic or Latino, Asian American or Pacific Islander, and/or other communities of color?
- Will the project make significant and meaningful use of digital materials from the Library of Congress?
- Will the project facilitate teaching and learning with digital library collections for students, staff, and/or community members?

Evaluation Criteria: Feasibility of Successful Project Outcomes

- Does the Library have the **digital materials and collections** needed for a successful project? Has the applicant identified and provided links to the digital materials and collections?
- Has the applicant addressed whether those digital materials and collections are legally available for the proposed uses? For example, are there restrictions on the use of the materials?
- Has the applicant addressed whether they have the permissions and clearances to share and use materials from their own collections or other collections included in the proposal?
- Does the Institution, and any collaborators, consultants, and/or service providers, possess the skills necessary for successful completion of project?

Lange, Dorothea, photographer. Japanese mother and daughter, agricultural workers near Guadalupe, California. United States Guadalupe California, 1937. Mar. Photograph. https://www.loc.gov/item/2017769672/.

Evaluation Criteria: Reasonableness of Costs and Likelihood Budget Will Support Project Execution



H.C. White Co., Publisher. Buddhist preist bearing image and screen, at the entrance of Isuruminiya temple, Ceylon. Sri Lanka, 1907. Photograph. https://www.loc.gov/item/2021646521/.

- Does the applicant's proposal indicate that the project can be completed within a 12-month period?
- Are costs allowable under the cost principles found in 2 CFR 200 Subpart E?
- If cost sharing, does the proposed cost share comply with relevant standards (2 CFR 200.306; Standard Provision "Cost Sharing (Matching)" for U.S. entities)?
- Are costs reasonable and effective for project completion?

Optional Feedback: Review of Draft Proposal Narratives

- You can submit a draft proposal narrative to our program team for review by **June 30, 2023 at 2pm EDT.**
- **This review is optional. It is not part of the formal selection process and will have no bearing on the final award selection.**
- Any draft proposal narratives submitted for this optional review will **not** be considered to be part of final submission materials.
- Final proposal narratives still need to be submitted as part of final submission materials by **September 7, 2023 at 2pm EDT.**

Draft Proposal Narratives can be emailed to LOC-grants@loc.gov

Parks, Gordon. Daytona Beach, Florida. Students in the Rhodes Memorial Library. 1943. Photograph. https://www.loc.gov/pictures/item/2017845069/

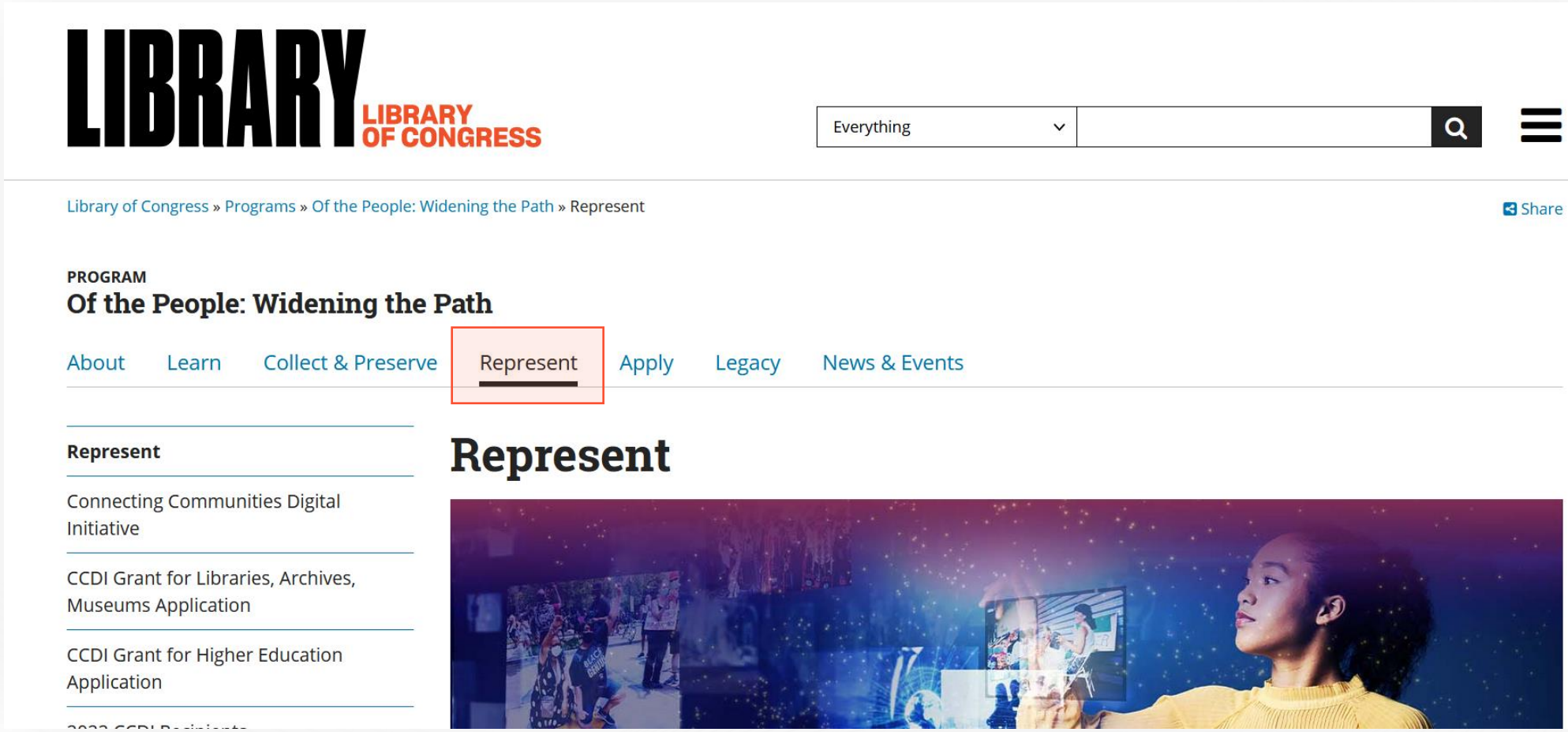
CCDI Higher Education Grants – How to Apply

TO APPLY:

- Applications MUST be emailed to **LOC-grants@loc.gov**
- ***Applications NOT accepted through GRANTS.GOV***
- However, the Notice is available to view on GRANTS.GOV.
- **Email questions to LOC-Grants@loc.gov with subject: Notice 030ADV23R0034 – Of the People Widening the Path: Connecting Communities Digital Initiative – 2023**

Questions can be emailed to LOC-grants@loc.gov

How to Get to the Notice:



https://loc.gov/programs/of-the-people/represent/

Represent
Connecting Communities Digital Initiative
CCDI Grant for Libraries, Archives, Museums Application
CCDI Grant for Higher Education Application
2022 CCDI Recipients
CCDI Advisory Board
Artist/Scholar in Residence
2022 Artist/Scholar in Residence

Blog: Of the People
Latest news on the Library-wide initiative, Of the People: Widening the

CCDI Grant for Higher Education Application

The Grant for Higher Education supports minority serving higher education institutions in the development of projects that use Library of Congress digital materials and that center the lives, experiences and perspectives of communities of Black, Indigenous, Hispanic or Latino, Asian American and Pacific Islander and/or other communities of color in the 50 U.S. states, the District of Columbia, territories and commonwealths (Puerto Rico, Northern Mariana Islands, Guam, American Samoa, U.S. Virgin Islands).

https://loc.gov/programs/of-the-people/represent/higher-education-application/

About the Library of Congress
American Folklife Center
LC Labs
Research & Reference Services
Careers at the Library of Congress

Webinars

Join the following webinars to learn more about the Grant for Higher Education program:

1. Tuesday, 6/14 from 1pm-2pm EST: Zoom Registration
2. Tuesday, 7/12 from 1pm-2pm EST: Zoom Registration
3. Tuesday, 7/19 from 4pm-5pm EST: Zoom Registration

These webinars will be recorded and linked to above.

Commonly Asked Questions

1. **How do I apply?**
   Step 1: Download and review all forms and documents (including the Notice of Funding Opportunity (NOFO) here:
   - Notice of Funding Opportunity (Notice) (PDF, 439 KB)
   - Application Checklist (PDF, 178 KB)
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   - Budget Plan Worksheet Template (XLS, 68 KB)
   - SF424 form (PDF, 77 KB) *

   * To save this file to your own device for completion, right-click on link and use Save Link As option. Then, open this file with Adobe Reader. You may download the latest version of the free Adobe Reader at https://get.adobe.com/reader/

   Step 2: Register as an entity on the SAM.gov. It may take 12-15 days for your registration to activate.

   Step 3: Fill out application materials and submit to LOC-grants@loc.gov.

https://loc.gov/programs/of-the-people/represent/higher-education-application/

6. **Who do I contact if I have more questions?**
   Staff will be available to answer questions at the Higher Education grant webinars. Questions about this grant program may be submitted until 12:00 pm (noon) Eastern Time on September 23, 2022 to LOC-grants@loc.gov.

Resources

For more information about the upcoming application cycle, view the links below:

Grant Program Information

- Notice of Funding Opportunity (Notice) (PDF, 439 KB)
- Additional Questions and Answers (PDF forthcoming)

Submission Information

- Getting Started with SAM.gov
- Quick Start Guide for Grant Registrations

Proposal Development Resources

- How to Develop and Write a Grant Proposal

https://loc.gov/programs/of-the-people/represent/higher-education-application/

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Of the People: Widening the Path:

Connecting Communities Digital Initiative – Higher Education

Notice of Funding Opportunity 030ADV23R0034 – Year 3

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Of the People: Widening the Path:

Connecting Communities Digital Initiative – Higher Education

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2022

Connecting Communities Digital Initiative

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OF THE PEOPLE:

Widening the Path

Higher Education Grant Recipient

HUSTON-TILLOTSON UNIVERSITY

Austin, TX

Harlem Renaissance Meets Huston-Tillotson University

Support & Assistance

Getting Help

- This webinar (recorded for later access)
- Optional Review of Draft Proposal Narratives
- Support Documents (online & updated)

Email questions to LOC-Grants@loc.gov with subject: Notice 030ADV23R0034 – Of the People Widening the Path: Connecting Communities Digital Initiative – 2023

Q&A period

- Questions answered publicly in Q&A
- Q&As will be linked on https://www.loc.gov/programs/of-the-people/represent/higher-education-application/